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| --- |
| Date： |

**Request for Refund of Application Fee**

To the Chancellor of Sophia School Corporation:

I am requesting a refund for the amount which I have paid as my application fee.

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| --- | --- | --- | --- |
| Applicant | Applicant’s Name(Last, First) |  | Applicant’s signature |
| Address |  |
| Phone Number |  |
| E-mail Address | ＠ |
| ApplicationInformation | Applied Program |  |
| Applied Semester |  |
| Status/Degree |  |
| Reference Number |  |  |  |  |  |
| Reason for requesting the refund | Circle the appropriate number.  | 1 | I have paid the application fee but have not mailed (submitted) my application documents. |
| 2 | I have paid the application fee and submitted my application documents, but my application was not eligible. |
| Note: Applications will not be canceled for personal reasons after the application documents have been mailed. |
| Amount you paid as the Application fee | Yen\*The web system fee (990 yen) is not refundable. |
| 返還先銀行口座情報 | 銀行名・支店名 | 銀行 | 支店 |
| 預金種別（いずれかに○）口座番号（７桁の数字） | 普通 |  |  |  |  |  |  |  |
| 当座 |
| 口座名義人（カタカナ） |  |
| 出願者と口座名義人の続柄 |  | 口座名義人の国籍 |  |
| To refund the fee to a **Japanese bank account**, please fill out the fields above.To refund the fee to a **bank account outside Japan**, please fill out the Notification Sheet for Remittance-Overseas available in our website (**only typed form accepted**). |

Please note that the application fee is not refundable after the refund request deadline set for each entrance examination.

入学センター使用欄/ Office Use Only

受付番号：

英字氏名：

入金月： 年　月

統計表入力：□

Sophia University Admissions Office:

Undergraduate: admission-u-co@sophia.ac.jp

Graduate: admission-g-co@sophia.ac.jp